

Dredging for Installation of Utility Crossing General Permit

A General Permit is available for dredging to install a utility under NR 345, Wis. Adm. Code. To qualify for this general permit, your project must meet the following conditions:

1. With this application, you must submit photographs showing the entire project site in relation to the navigable watercourse in pre-construction condition.
2. On trout streams and perennial tributaries to trout streams, construction or placement is prohibited between September 15 and May 15 of any calendar year.
3. On all waterways that are not trout streams, construction or placement is prohibited at sites south of Hwy 29 from March 15 to May 15 annually.
4. On all waterways that are not trout streams, construction or placement north of Hwy 29 is prohibited between April 1 and June 15 annually.
 - a. You may request that the time of year requirement be waived which will be considered by the departments local fisheries staff on a case-by-case basis
5. If the department determines that a proposal submitted under this section has the potential to impact an endangered or threatened species in accordance with s. 29.604, Stats., the application shall be deemed incomplete. The department may not consider the application complete or issue a general permit until the applicant submits information to demonstrate one of the following:
 - b. that the project either avoids impacts to the threatened or endangered species or
 - c. that the project has received an incidental take authorization under 29.602, Stats.
 - d. If the project is modified, the applicant must submit the revised plan before the application can consider the application complete or issue a general permit.
6. After or during dredging, any removed material may not be temporarily or permanently placed in a wetland, floodplain, or below the OHWM of a navigable waterway.
7. The general permit may authorize up to 10 waterway crossings that are part of a single project.
8. The size of the open trench or plow channel may not exceed a maximum of 48 inches in width in perennial streams and 72 inches in intermittent streams where no flow is present during construction.
9. The dredging shall conform to the dimensions and elevations shown on the application.
10. Erosion control measures shall meet or exceed the standards in the most current version of the Wisconsin Construction Site Best Management Practices Handbook.
 - a. **Note: Information on how to obtain this publication can be found by contacting the department or found on the department's website at www.dnr.wi.gov, under the "Runoff Management" program.**
11. All equipment used for the project shall be designed and properly sized to minimize the amount of sediment that can escape into the water.
12. Any area within 75 feet of the ordinary high water mark where topsoil is exposed during construction shall be stabilized within 24 hours to prevent soil from being eroded and washed into the waterway.
13. During construction and installation of the utility crossing, the entire volume of stream flow shall be maintained downstream from the project site.
14. The trench excavation, filling and installation of utility crossing below the OHWM shall be completed within a 8 hour period.
15. During excavation of the trench, dredged material may be temporarily stockpiled in an upland area provided best management practices are installed to prevent the material from re-entering navigable waters.
16. In perennial streams, clean washed gravel or crushed stone or clean river stone originally removed from the dredge area shall be used as backfill material for the dredged trench to replace the excavated material. In intermittent streams with no flow present, the originally removed material may be used as backfill for the dredged trench if the disturbed site is immediately stabilized.
17. When the dredging is complete, the streambed contours shall be the same as the pre-construction contours.

If your project will meet all the above requirements, follow the instructions on the following pages to submit a General Permit Application to the Department. We will respond within 30 days to notify you that your project is approved, or that additional information is required to complete your application. In some cases, you may be notified that your project requires an Individual Permit.

For more information about Waterway Permitting in Wisconsin, see our website at:
<http://www.dnr.state.wi.us/org/water/fhp/waterway/index.shtml>

Application Requirements

All applications for a General Permit require a completed General Permit Application form #3500-108, with additional sheets as necessary. Follow the instructions below to complete the application form.

Section I: Landowner Information

Provide the legal name of the person, firm, public organization or any other entity that owns the project site described in Section III of the application. The contact person should be the person completely familiar with the construction site activity and charged with compliance and oversight of the permit. The mailing address, phone number, and e-mail address if available, should be for the contact person.

Section II: Contractor Information

If known at the time of application, provide the legal name of the person, firm, or any other entity that will be the major contractor in charge of the proposed project at the site described in Section III of this application. The contact person should be the project site manager completely familiar with the activity and charged with implementation of the permit. The mailing address, phone number and e-mail address if available, should be for the contact person.

Section III: Site Information

Provide the site's official or legal name and complete address, including county, city, state and zip code. Provide the name of the waterway where the project is located. List the public lands survey location [quarter-quarter, quarter, section, township and range (to the nearest quarter section)] of the site. If the site is more than one quarter, enter the quarter that best describes the location of the site. The web site at the link below can help you with the public lands survey location: <http://maps.dnr.state.wi.us/imf/dnrimg.jsp?site=webview>. Use additional space if needed to describe the site location.

Section IV: Additional Information

Dates: Enter the project's anticipated start and end dates.

Photos: Enter the date of photographs included with the application. Attach or enclose clear photographs of the project site. Include at least one front view and one side view that each depict the area where construction work will occur from the waterway, and one view of the entire site from the waterway. Too much snow cover or vegetation may obscure important details, so be sure that your photographs show the site in its existing condition. NOTE: You will also be required to submit photographs after your project is completed.

Section V: Location Sketch, Materials List and Project Plans

Refer to the sample diagram on page 4 for assistance

Location Sketch: Provide a sketch or map that identifies the project site referenced to the nearest town road or county/state highway. Be sure the map has enough detail so that we can easily find the site. Include your fire number if applicable.

Materials List: Provide a list indicating the size, type, and quantity of materials that you plan to use for the project.

Project Plans: Provide scaled plans showing the top and cross-section views, on the blank plan sheet in the application and additional sheets of 8-½ x 11-inch or 11 x 17-inch paper as necessary. Also submit a narrative summary of all information. Include the following in your plans and narrative:

1. The scale of the plan.
2. Existing and proposed stream bed grades and materials.
3. The dates the project is anticipated to begin
4. Location of temporary and permanent placement of spoil materials.
5. Description of materials used for backfill
6. Erosion control plan.
7. Revegetation plan.
8. Estimate of total amount of material to be removed.
9. Plans for any checkdam, cofferdam, or other dewatering measure.
10. ALL NECESSARY INFORMATION. All other information needed to show that the project will comply with

the conditions identified on page 1 of these Instructions.

Submit your application

A \$300 fee is required for each trenched Utility Line Installation General Permit or a \$50 fee is required for each vibratory plow crossing. Remit a check or money order payable to the Wisconsin Department of Natural Resources (do not send cash). An application submitted without the required application fee will be considered incomplete.

Submit three (3) copies of the completed application, narrative and plans. Send the complete application and fee to the DNR office listed below:

NORTHERN REGION COUNTIES

Ashland	Lincoln	Aquatic Habitat Coordinator
Barron	Oneida	DNR Service Center
Bayfield	Polk	107 Sutliff Avenue
Burnett	Price	Rhineland, WI 54501
Douglas	Rusk	phone (715) 365-8926
Florence	Sawyer	
Forest	Taylor	
Iron	Vilas	
Langlade	Washburn	

NORTHEAST REGION COUNTIES

Brown	Marquette	Aquatic Habitat Coordinator
Calumet	Menominee	DNR Service Center
Door	Oconto	1125 N. Military, Box 10448
Fond du Lac	Outagamie	Green Bay, WI 54307-0448
Green Lake	Shawano	phone (920) 492-5817
Kewaunee	Waupaca	
Manitowoc	Waushara	
Marinette	Winnebago	

WEST CENTRAL REGION COUNTIES

Adams	Marathon	Aquatic Habitat Coordinator
Buffalo	Monroe	DNR Service Center
Chippewa	Pepin	1300 W. Clairemont, Box 4001
Clark	Pierce	Eau Claire, WI 54702-4001
Crawford	Portage	phone (715) 839-1600
Dunn	St Croix	
Eau Claire	Trempealeau	
Jackson	Vernon	
Juneau	Wood	
LaCrosse		

SOUTH CENTRAL REGION COUNTIES

Columbia	Iowa	Aquatic Habitat Coordinator
Crawford	Jefferson	DNR Service Center
Dane	Lafayette	3911 Fish Hatchery Road
Dodge	Richland	Fitchburg, WI 53711
Grant	Rock	phone (608) 275-3282
Green	Sauk	

SOUTHEAST REGION COUNTIES

Kenosha	Sheboygan	Aquatic Habitat Coordinator
Milwaukee	Walworth	DNR Service Center
Ozaukee	Washington	141 NW Barstow, Room 180
Racine	Waukesha	Waukesha, WI 53188
		phone (262) 574-2149

DRAWINGS OF PROPOSED
ACTIVITY SHOULD BE
PREPARED IN ACCORDANCE
WITH SAMPLE DRAWING

Proposed Materials

Location Sketch (Indicate scale.) Show route
to project site: include nearest main road and crossroad.



1" = _____ ft.

Fire Number _____

Project Plans. (Include top view and typical cross sections. Clearly identify features and dimensions or indicate scale.)
Use additional sheets if necessary.



1" = _____ ft.

Top View

Cross Section